

**Boreal Housing Foundation**  
**Regular Board Meeting**  
**December 5, 2019 at 10:00 am**  
**Fireside Room at Heimstaed Lodge in La Crete, Ab**

**In Attendance:** Cameron Cardinal - Chair  
Clark McAskile – Vice Chair  
Paul Driedger  
Wally Olorenshaw  
Michelle Farris  
Josh Knelsen  
Bill Neufeld - via teleconference 9:58 am  
Daphne Lizotte

**Missing:** Cornie Teichroeb  
Crystal McAteer

**Administration:** Mary Mercredi, Chief Administrative Officer  
Evelyn Peters, Executive Assistant

**Call to Order:** Chair Cameron Cardinal called the meeting to order at 10:04 am.

**Agenda:**

**Approval of Agenda**

19-103 Moved by Wally Olorenshaw

That the agenda be amended to include:  
4.6 Purchasing of Tubs for Mackenzie House  
7.2 Personnel

Carried

**Minutes from October 31, 2019 Organizational and Regular Board Meeting**

19-104 Moved by Michelle Farris

That the minutes of the October 31, 2019 Organizational and Regular Board Meeting be approved as presented

Carried

**New Business**

**2020 Organizational Chart**

19-105 Moved by Michelle Farris

That the proposed 2020 Organizational Chart be approved as presented

Carried

**Review of the RRSP employee contributions**

19-106 Moved by Josh Knelsen

That administration explores other options for staff to be able to withdraw funds while employed by Boreal Housing Foundation.

Carried

**New Policy NUR-053 Continuing Care Health Service Standards Staff Training**

19-107 Moved by Wally Olorenshaw

That the Policy NUR-053 Continuing Care Health Service Standards Staff Training be approved as presented.

Carried

**Meals for Seniors Contracts**

19-108 Moved by Paul Driedger

That the Meals for Seniors Contract be approved as presented.

Carried

**Tub Quotes for Mackenzie House**

19-109

Moved by Michelle Farris

That the tubs for the Mackenzie House be ordered from Arjo as per quote.

Carried

Chair Cameron Cardinal called for a break at 11:08 am

Chair Cameron Cardinal reconvened the meeting at 11:15 am

**Reports:**

**Financial Reports**

**CAO Report**

19-110

Moved by Wally Olorenshaw

That the CAO report be received for information.

Carried

**Red Tape reduction**

19-111

Moved by Josh Knelsen

That administration sends a letter to the Red Tape Reduction Committee addressing concerns regarding placement of clients also cc the municipalities for follow up.

Carried

**Heimstaed Lodge Financial Reports – October 31, 2019**

19 - 112

Moved by Paul Driedger

That the October 31, 2019 Lodge financial report be received for information.

Carried

**High Level Lodge – October 31, 2019**

19-113

Moved by Clark McAskile

That the October 31, 2019 High Level Lodge financial report be received for information.

Carried

**Supportive Living Financial Reports – October 31, 2019**

19-114

Moved by Wally Olorenshaw

That the October 31, 2019 Supportive Living financial report be received for information.

Carried

**Housing Financial Reports – October 31, 2019**

19-115

Moved by Paul Driedger

That the October 31, 2019 Housing financial report be received for information.

Carried

**Grants & Reserves – October 31, 2019**

19-116

Moved by Daphne Lizotte

That the October 31, 2019 Grants & Reserves report be received for information.

Carried

**Arrears Report – October 31, 2019**

19-117

Moved by Michelle Farris

That the October 31, 2019 arrears report be received for information.

Carried

**In Camera:            Legal / Land / or Labor**

19-118                    Moved by Wally Olorenshaw  
  
                              That the meeting moves to in camera at 11:34 am  
  
                              Carried

19-119                    Moved by Wally Olorenshaw  
  
                              That meeting moves out of in camera at 13:15 pm  
  
                              Carried

19-120                    Moved by Paul Driedger  
  
                              That the CAO annual review be accepted as discussed with an  
                              increase in pay.  
  
                              Carried

**Information items**

19-121                    Moved by Bill Neufeld  
  
                              That the following items be accepted as information  
  
                              6.1    Mackenzie House Update  
                              6.2    Whirlpool quote  
                              6.3    Letter from AHS  
  
                              Carried

**Next Meeting Date:** That the next Regular Board Meeting be January 30, 2020 at 10:00  
                              am in the La Crete, Alberta.

**Adjournment:**        Chair Cameron Cardinal declared the meeting of December 5, 2019  
                              be adjourned at 13:23 pm.

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Chair Cameron Cardinal

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Evelyn Peters, Executive Assistant